

Cuddy & McCarthy LLP
Post Office Box 4160
Santa Fe, New Mexico 87502-4160
(505) 988-4476 Fax 888-977-3814
Federal ID #85-0293653

Jemez Mountain Public Schools
Post Office Box 230
Gallina NM 87017
****CONFIDENTIAL****

Page: 1
12/31/2016
CLIENT NO: 254M

ATTN: Norma Cavasos, Supt.

SUMMARY COVER SHEET FOR THE FOLLOWING STATEMENTS:

PREVIOUS BALANCE	FEES	EXPENSES	ADVANCES	PAYMENTS	BALANCE
254-000218 Re: General					
2,569.13	487.41	0.00	0.00	-2,569.13	<u>\$487.41</u>

PLEASE MAKE CHECKS PAYABLE TO CUDDY & MCCARTHY.

Cuddy & McCarthy LLP
Post Office Box 4160
Santa Fe, New Mexico 87502-4160
(505) 988-4476 Fax 888-977-3814
Federal ID #85-0293653

Jemez Mountain Public Schools
Post Office Box 230
Gallina NM 87017
****CONFIDENTIAL****

Page: 1
12/31/2016
CLIENT NO: 254-000218M
STATEMENT NO: 92

ATTN: Norma Cavazos, Supt.

Re: General

			HOURS	
12/06/2016	LC	Telephone conversation with N. Cavazos (.3)	0.30	54.00
12/07/2016	LC	Telephone conversation with N. Cavazos regarding athletics (.1)	0.10	18.00
12/08/2016	LC	Draft letter of warning regarding [REDACTED] (1)	1.00	180.00
12/13/2016	LC	Draft letter for teacher regarding failure to provide official transcripts (.9); Begin draft report of investigation of [REDACTED] (.2)	1.10	198.00
		FEES	2.50	450.00

FEES RECAP

ATTY/PL	Title	HOURS	HOURLY RATE	TOTAL
Laura Castille	Associate	2.50	\$180.00	\$450.00
	GROSS RECEIPTS TAX ON FEES			37.41
	TOTAL CURRENT WORK			487.41
	PREVIOUS BALANCE			\$2,569.13
12/20/2016	Payment on account - Thank You			-2,569.13
	BALANCE DUE			<u>\$487.41</u>

PLEASE MAKE CHECKS PAYABLE TO CUDDY & MCCARTHY.

gh
12/25/12

Cuddy & McCarthy LLP
Post Office Box 4160
Santa Fe, New Mexico 87502-4160
(505) 988-4476 Fax 888-977-3814
Federal ID #85-0293653

Jemez Mountain Public Schools
Post Office Box 230
Gallina NM 87017
****CONFIDENTIAL****

Page: 1
12/09/2016
CLIENT NO: 254M

ATTN: Norma Cavazos Supt.

SUMMARY COVER SHEET FOR THE FOLLOWING STATEMENTS:

PREVIOUS BALANCE	FEES	EXPENSES	ADVANCES	PAYMENTS	BALANCE
254-000218 Re: General					
4,973.14	2,516.64	17.98	34.51	-4,973.14	\$2,569.13
254-004418 Re: Policy Review					
638.50	0.00	0.00	0.00	-638.50	\$0.00
<u>5,611.64</u>	<u>2,516.64</u>	<u>17.98</u>	<u>34.51</u>	<u>-5,611.64</u>	<u>\$2,569.13</u>

ok to pay
y.c.s.
12/12/16

PLEASE MAKE CHECKS PAYABLE TO CUDDY & MCCARTHY.

Cuddy & McCarthy LLP
Post Office Box 4160
Santa Fe, New Mexico 87502-4160
(505) 988-4476 Fax 888-977-3814
Federal ID #85-0293653

Jemez Mountain Public Schools
Post Office Box 230
Gallina NM 87017
****CONFIDENTIAL****

Page: 1
12/09/2016
CLIENT NO: 254-000218M
STATEMENT NO: 91

ATTN: Norma Cavasos, Supt.

Re: General

			HOURS	
11/04/2016	RDC	Regarding Coyote School - Review State Board of Finance email with comments; respond to same; email to RAC attorneys' office regarding responses to State Board of Finance questions; respond to email from State Board of Finance's Renee Romero regarding presenters at State Board of Finance meeting; telephone call to Tracy Blea at State Board of Finance (left message); email to Tracy Blea and Adan Trujillo; review follow up email from State Board of Finance director; forward same to RAC; email to State Board of Finance director; telephone conference with Tracy Blea.	0.60	117.00
11/07/2016	RDC	Regarding Coyote School - Review voicemail from Danette and return telephone call regarding time of State Board of Finance meeting.	0.20	39.00
11/08/2016	RDC	Review RAC's responses to questions from State Board of Finance; review and respond to email from Superintendent Cavazos regarding State Board of Finance meeting; email Renee Romero at State Board of Finance regarding presenters at meeting; email to State Board of Finance Director regarding their comments to requested sale; telephone call from Superintendent Cavazos regarding whether Board Secretary sign election resolution.	0.40	78.00
11/09/2016	RDC	Regarding Coyote School - Review email from State Board of Finance's Renee Romero and email to Superintendent Cavazos and Board President Vigil; email to Tracy Blea and Adan Trujillo at RAC; review and respond to email from Tracy Blea regarding State Board of Finance meeting; emails from and to State Board of finance and with clients and Tracy Blea regarding approval without contingency.	0.30	58.50
11/10/2016	LC	Telephone call with N. Cavasos regarding [REDACTED] (2)	0.20	36.00

Re: General

			HOURS	
11/11/2016	RDC	Regarding Coyote Sale - Review State Board of Finance agenda; forward same to Superintendent Cavazos and Board President Vigil and the RAC's Tracy Blea.	0.20	39.00
	JAS	Review proposed new policies and make minor revisions.	1.60	312.00
11/13/2016	LC	E-mail response to N. Cavazos regarding restitution letter (.1)	0.10	18.00
11/14/2016	RDC	Regarding Coyote School - Direct action to legal assistant for putting together materials for State Board of Finance meeting.	0.10	19.50
	LC	E-mail follow up to N. Cavazos regarding reimbursement of funds letter (.2)	0.20	36.00
11/15/2016	RDC	Regarding Coyote School - Review Coyote School sale materials in preparation for State Board of Finance hearing; attend State Board of Finance Hearing; email to RAC counsel regarding State Board of Finance approval and closing sale.	1.90	370.50
11/16/2016	RDC	Regarding Coyote School - Review State Board of Finance's report of actions taken at November 15, 2016 meeting; forward same to Norma Cavazos and RAC attorneys office; review email from Tracy Blea regarding earnest money.	0.10	19.50
	LC	E-mails to/from N. Cavazos regarding [REDACTED] and [REDACTED] (.3)	0.30	54.00
11/17/2016	RDC	Regarding Coyote School - Emails with Tracy Blea regarding title company requirement for District Resolution.	0.20	39.00
11/21/2016	RDC	Regarding Coyote School - Emails with Superintendent Cavazos and Tracy Blea regarding closing on sale of Coyote School property.	0.10	19.50
11/22/2016	LC	Review/research superintendent's evaluation form; Information e-mail to N. Cavazos regarding the same (.3)	0.30	54.00
11/28/2016	RDC	Review emails related to scheduling of closing; email to Tracy Baca; review title company requested seller documents; email to title agent with corrections to seller documentation; email to Superintendent Cavazos regarding seller documentation; multiple emails with Tracy Blea of RAC regarding closing; follow up email to title agent.	1.60	312.00
11/29/2016	RDC	Regarding Coyote School - Modify and prepare seller closing documents; review proposed settlement statement;		

Re: General

			HOURS	
		multiple emails with title company; Superintendent Cavazos and buyer regarding closing issues.	1.80	351.00
11/30/2016	RDC	Regarding Coyote School - Travel to Espanola and attend closing of sale of Coyote School to Rio Arriba County.	1.80	351.00
		FEES	12.00	2,323.50

FEES RECAP

ATTY/PL	Title	HOURS	HOURLY RATE	TOTAL
Robert Daniel Castille	Partner	9.30	\$195.00	\$1,813.50
J Archuleta-Staehlin	Partner	1.60	195.00	312.00
Laura Castille	Associate	1.10	180.00	198.00

GROSS RECEIPTS TAX ON FEES 193.14

Copying charges 16.60
TOTAL EXPENSES THRU 11/30/2016 16.60
GROSS RECEIPTS TAX ON EXPENSES 1.38

Mileage R. Dan Castille to Espanola on 11/30/16. 31.86
TOTAL ADVANCES THRU 11/30/2016 31.86
GROSS RECEIPTS TAX ON ADVANCES 2.65

TOTAL CURRENT WORK 2,569.13

PREVIOUS BALANCE \$4,973.14

11/29/2016 Payment on account - Thank You -4,973.14

BALANCE DUE \$2,569.13

PLEASE MAKE CHECKS PAYABLE TO CUDDY & MCCARTHY.

Cuddy & McCarthy LLP
Post Office Box 4160
Santa Fe, New Mexico 87502-4160
(505) 988-4476 Fax 888-977-3814
Federal ID #85-0293653

Jemez Mountain Public Schools
Post Office Box 230
Gallina NM 87017
****CONFIDENTIAL****

Page: 1
12/07/2016
CLIENT NO: 254M

ATTN: Norma Cavazos Supt.

SUMMARY COVER SHEET FOR THE FOLLOWING STATEMENTS:

PREVIOUS BALANCE	FEES	EXPENSES	ADVANCES	PAYMENTS	BALANCE
254-004318 Re: 2017 Board Election					
562.57	40.62	10.94	0.00	-562.57	<u>\$51.56</u>

12/12/18
CnC

PLEASE MAKE CHECKS PAYABLE TO CUDDY & MCCARTHY.

Cuddy & McCarthy LLP
 Post Office Box 4160
 Santa Fe, New Mexico 87502-4160
 (505) 988-4476 Fax 888-977-3814
 Federal ID #85-0293653

Jemez Mountain Public Schools
 Post Office Box 230
 Gallina NM 87017
 ****CONFIDENTIAL****

Page: 1
 12/07/2016
 CLIENT NO: 254-004318M
 STATEMENT NO: 3

ATTN: Norma Cavazos Supt.

Re: 2017 Board Election

			HOURS	
11/01/2016	GN	Email to District regarding agenda language and documents for board packet	0.20	18.00
11/28/2016	PSI	Email correspondence to school district regarding filling of election documents with the County Clerk	0.10	19.50
		FEES	0.30	37.50

FEES RECAP

<u>ATTY/PL</u>	<u>Title</u>	<u>HOURS</u>	<u>HOURLY RATE</u>	<u>TOTAL</u>
Patricia S. Ives	Partner	0.10	\$195.00	\$19.50
Greg North	Paralegal	0.20	90.00	18.00

GROSS RECEIPTS TAX ON FEES	3.12
----------------------------	------

Postage and Overnight Delivery	9.70
Copying charges	0.40
TOTAL EXPENSES THRU 11/30/2016	10.10
GROSS RECEIPTS TAX ON EXPENSES	0.84

TOTAL CURRENT WORK	51.56
--------------------	-------

PREVIOUS BALANCE	\$562.57
------------------	----------

11/29/2016	Payment on account - Thank You	-562.57
------------	--------------------------------	---------

BALANCE DUE	<u>\$51.56</u>
-------------	----------------

PLEASE MAKE CHECKS PAYABLE TO CUDDY & MCCARTHY.

Cuddy & McCarthy LLP
Post Office Box 4160
Santa Fe, New Mexico 87502-4160
(505) 988-4476 Fax 888-977-3814
Federal ID #85-0293653

Jemez Mountain Public Schools
Post Office Box 230
Gallina NM 87017
****CONFIDENTIAL****

Page: 1
11/09/2016
CLIENT NO: 254M

ATTN: Norma Cavazos Supt.

SUMMARY COVER SHEET FOR THE FOLLOWING STATEMENTS:

PREVIOUS BALANCE	FEES	EXPENSES	ADVANCES	PAYMENTS	BALANCE
254-000218 Re: General					
5,496.22	4,831.82	14.68	126.64	-5,496.22	\$4,973.14 ✓
254-004418 Re: Policy Review					
0.00	638.50	0.00	0.00	0.00	\$638.50 ✓
<u>5,496.22</u>	<u>5,470.32</u>	<u>14.68</u>	<u>126.64</u>	<u>-5,496.22</u>	<u>\$5,611.64</u> ✓

Alena
11/14/16
(Signature)

PLEASE MAKE CHECKS PAYABLE TO CUDDY & MCCARTHY.

Cuddy & McCarthy LLP
Post Office Box 4160
Santa Fe, New Mexico 87502-4160
(505) 988-4476 Fax 888-977-3814
Federal ID #85-0293653

Jemez Mountain Public Schools
Post Office Box 230
Gallina NM 87017
****CONFIDENTIAL****

Page: 1
11/09/2016
CLIENT NO: 254-000218M
STATEMENT NO: 90

ATTN: Norma Cavazos, Supt.

Re: General

			HOURS	
10/03/2016	LC	Telephone conversation with N. Cavazos regarding MOU to State Police Officer (.2)	0.20	36.00
	RDC	Regarding Coyote School - Review and respond to email from County Attorney regarding property sale; telephone conference with Superintendent Cavazos; emails with Tracy Blea.	0.30	58.50
10/04/2016	RDC	Telephone conference with Tracy Blea at Rio Arriba County; review file and revise purchase agreement; draft Board Resolution; telephone conference with Norma Cavazos; draft Quitclaim Deed.	2.40	468.00
10/05/2016	RDC	Telephone conference with Nancy Nieto regarding purchase agreement; revise quitclaim deed to grant easement; telephone call to Superintendent Cavazos (left message); email to Superintendent Cavazos; email to RAC County Attorney; review email from Superintendent Cavazos; email to County; review email from County Attorney; email regarding same to Superintendent Cavazos.	0.70	136.50
10/06/2016	RDC	Regarding Coyote School - Review county assessor information regarding mobile home; telephone call to Tracy Blea (left message); emails to Tracy Blea regarding finalizing agreement and recorded plat; email to Superintendent Cavazos with Resolution and tentative agreement.	0.50	97.50
10/07/2016	JAS	Review and revise current policies drafted for district.	1.90	370.50
10/10/2016	RDC	Regarding Coyote School - Review recording information on lot line adjustment plat sent by Tracy Blea.	0.10	19.50
	LC	Prepare materials for HR training (2.5)	2.50	450.00

Re: General

			HOURS	
	LC	Finalize materials for training (.5)	0.50	90.00
10/11/2016	RDC	Regarding Coyote School - Telephone call to Tracy Blea at Rio Arriba County.	0.20	39.00
	LC	Travel to/from Albuquerque to Gallina (3.2); Training with HR Department (6)	9.20	1,656.00
10/13/2016	RDC	Review emails from Norma Cavazos and Tracy Blea regarding Board approval of resolution and sale agreement; email to Superintendent Cavazos and Ms. Blea regarding same; direct action for calendaring to assistant.	0.30	58.50
	LC	E-mails to/from N. Cavazos regarding liability, etc. (.4)	0.40	72.00
10/14/2016	RDC	Telephone call from Superintendent Cavazos regarding approved resolution and purchase agreement.	0.10	19.50
10/17/2016	RDC	Regarding Coyote Sale - Direct action to paralegal to prepare request to State Board of Finance to sell Coyote property; review RAC signed purchase agreement.	0.20	39.00
	JAS	Review and respond to inquiry from N. Cavazos regarding information included in PWN.	0.50	97.50
10/18/2016	RDC	Review revised purchase agreement from RAC; respond to same; direct action to paralegal and assistant to prepare request to Board of Finance.	0.20	39.00
	GMI	Draft application letter to State Board of Finance for sale of old Coyote School property.	1.00	90.00
10/19/2016	LC	Draft waiver of liability for RV on school grounds (.9)	0.90	162.00
10/20/2016	LC	E-mails to/from N. Cavazos regarding employee discipline (.2)	0.20	36.00
10/24/2016	GMI	Revise and finalize application letter to State Board of Finance and prepare and label all exhibits.	1.20	108.00
	RDC	Regarding Coyote Property - Draft request to State Board of Finance to approve sale to County.	1.10	214.50
10/25/2016	RDC	Regarding Coyote Sale - Review and revise submission letter requesting State Board of Finance approval.	0.30	58.50
	GMI	Finalize application and exhibits regarding sale of Coyote School property in hard copy and on CD and arrange to have package delivered to State Board of Finance.	0.50	45.00

Re: General

FEES	HOURS	
	25.40	4,461.00

FEES RECAP

ATTY/PL	Title	HOURS	HOURLY RATE	TOTAL
Robert Daniel Castille	Partner	6.40	\$195.00	\$1,248.00
J Archuleta-Staehlin	Partner	2.40	195.00	468.00
Laura Castille	Associate	13.90	180.00	2,502.00
Gina M. Imprescia	Paralegal	2.70	90.00	243.00

GROSS RECEIPTS TAX ON FEES	370.82
----------------------------	--------

Copying charges	13.55
TOTAL EXPENSES THRU 10/31/2016	13.55
GROSS RECEIPTS TAX ON EXPENSES	1.13

(136) Payment to Speedy Copy Delivery Service for delivery to Board of Finance on 10/25/16.	10.00
Mileage Laura Castille to Gallina on 10/11/16.	106.92
TOTAL ADVANCES THRU 10/31/2016	116.92
GROSS RECEIPTS TAX ON ADVANCES	9.72

TOTAL CURRENT WORK	4,973.14
--------------------	----------

PREVIOUS BALANCE	\$5,496.22
------------------	------------

11/03/2016	Payment on account - Thank You	-5,496.22
------------	--------------------------------	-----------

BALANCE DUE	<u>\$4,973.14</u>
-------------	-------------------

PLEASE MAKE CHECKS PAYABLE TO CUDDY & MCCARTHY.

Cuddy & McCarthy LLP
Post Office Box 4160
Santa Fe, New Mexico 87502-4160
(505) 988-4476 Fax 888-977-3814
Federal ID #85-0293653

Jemez Mountain Public Schools
Post Office Box 230
Gallina NM 87017
****CONFIDENTIAL****

Page: 1
11/09/2016
CLIENT NO: 254-004418M
STATEMENT NO: 1

ATTN: Norma Cavazos Supt.

Re: Policy Review

			HOURS	
10/06/2016	LC	Policy review regarding drug-free workplace (1)	1.00	180.00
10/10/2016	JAS	Review and revise policy drafts prepared by L. Castille.	2.10	409.50
10/27/2016	GW	Revision/drafting of Board Policies (2)	2.00	n/c
		FEES	3.10	589.50
		Total Non-Billable Hours	2.00	

FEES RECAP

ATTY/PL	Title	HOURS	HOURLY RATE	TOTAL
J Archuleta-Staehlin	Partner	2.10	\$195.00	\$409.50
Laura Castille	Associate	1.00	180.00	180.00

GROSS RECEIPTS TAX ON FEES 49.00

TOTAL CURRENT WORK 638.50

BALANCE DUE \$638.50 ✓

PLEASE MAKE CHECKS PAYABLE TO CUDDY & MCCARTHY.

Cuddy & McCarthy LLP
Post Office Box 4160
Santa Fe, New Mexico 87502-4160
(505) 988-4476 Fax 888-977-3814
Federal ID #85-0293653

Jemez Mountain Public Schools
Post Office Box 230
Gallina NM 87017
****CONFIDENTIAL****

Page: 1
11/08/2016
CLIENT NO: 254M

ATTN: Norma Cavazos Supt.

SUMMARY COVER SHEET FOR THE FOLLOWING STATEMENTS:

PREVIOUS BALANCE	FEES	EXPENSES	ADVANCES	PAYMENTS	BALANCE
254-004318 Re: 2017 Board Election					
63.36	558.89	3.68	0.00	-63.36	<u>\$562.57</u>

11/15/16


PLEASE MAKE CHECKS PAYABLE TO CUDDY & MCCARTHY.

Cuddy & McCarthy LLP
Post Office Box 4160
Santa Fe, New Mexico 87502-4160
(505) 988-4476 Fax 888-977-3814
Federal ID #85-0293653

Jemez Mountain Public Schools
Post Office Box 230
Gallina NM 87017
****CONFIDENTIAL****

Page: 1
11/08/2016
CLIENT NO: 254-004318M
STATEMENT NO: 2

ATTN: Norma Cavazos Supt.

Re: 2017 Board Election

			HOURS	
10/17/2016	PSI	Correspondence to and from N. Cavazos regarding information for election documents	0.10	19.50
10/20/2016	GN	Draft Resolution, Proclamations and County Clerk Certificate for attorney review; email to N. Cavazos regarding board positions; email to/from Rio Arriba County Clerk regarding polling locations	1.10	99.00
10/25/2016	GN	Telephone calls to N. Cavazos regarding board meeting on 11/8 and regarding board member positions; telephone call Rio Arriba County Clerk regarding board member positions; research regarding 2015 election positions	1.70	153.00
10/26/2016	GN	Telephone call Rio Arriba County Clerk regarding election positions; search board meeting minutes regarding resignation of board members; draft Resolution and Spanish Proclamation for attorney review	1.20	108.00
10/27/2016	PSI	Review and revise English and Spanish versions of resolution authorizing election, proclamation of election and certificate	0.70	136.50
		FEES	4.80	516.00

FEES RECAP

ATTY/PL	Title	HOURS	HOURLY RATE	TOTAL
Patricia S. Ives	Partner	0.80	\$195.00	\$156.00
Greg North	Paralegal	4.00	90.00	360.00

GROSS RECEIPTS TAX ON FEES 42.89

Copying charges 3.40

TOTAL EXPENSES THRU 10/31/2016 3.40

Jemez Mountain Public Schools

Page: 2

11/08/2016

CLIENT NO: 254-004318M

STATEMENT NO: 2

Re: 2017 Board Election

	GROSS RECEIPTS TAX ON EXPENSES	0.28
	TOTAL CURRENT WORK	562.57
	PREVIOUS BALANCE	\$63.36
11/03/2016	Payment on account - Thank You	-63.36
	BALANCE DUE	<u>\$562.57</u>

PLEASE MAKE CHECKS PAYABLE TO CUDDY & MCCARTHY.



RECEIVED

10/31/16
fzm

✓
CUDDY & McCARTHY LLP
Post Office Box 4160
Santa Fe, New Mexico 87502-4160
(505) 988-4475 Fax (888) 977-3814
Federal ID #85-0293653

October 27, 2016

Jemez Mountain Schools
Post Office Box 230
Gallina NM 87017
Attn: Accounting Dept.

Re: Seven Part Special Education Training Webinars

FERPA: Who and What Does it Apply to in a
School Setting (REPEAT October 19, 2016)

\$250.00

Gross Receipts Tax

\$ 20.78

BALANCE DUE

\$270.78 ✓

h.c.b.
11/1/16



RECEIVED

8/10/16

Jemez Mountain Public Schools
Post Office Box 230
Gallina NM 87017
****CONFIDENTIAL****

Page: 1
08/09/2016
CLIENT NO: 254-000218M
STATEMENT NO: 87

ATTN: M. Medrano, Supt.

Re: General

			HOURS	
07/01/2016	LC	E-mails to/from E. Vigil; review of Board Agenda (.3)	0.30	54.00
	NVN	(Sale of Coyote School to County) Lengthy email to Danny Garcia and Supt. Medrano regarding question to the County as to whether or not it will require a land division plat to modify property boundaries and need for reserved access easement for the benefit of the retained land.	0.70	126.00
07/05/2016	LC	E-mails to/from E. Vigil regarding Special Board Meeting (.5)	0.50	90.00
07/06/2016	LC	E-mails to/from E. Vigil (.3)	0.30	54.00
07/08/2016	LC	Multiple e-mails to/from E. Vigil regarding Interim Superintendent and Superintendent search (.6); Review checkout list; Draft letter of disengagement for Superintendent (.3)	0.90	162.00
07/12/2016	LC	Draft letter of disengagement for Superintendent (1.5); Review Superintendent contract and other documents in preparation for writing letter (.4); Review check out list, e-mails to E. Vigil regarding the same (.4)	2.30	414.00
	LC	Telephone conversation with E. Vigil regarding transition (.6); Revisions to letter of disengagement (.1)	0.70	126.00
07/13/2016	LC	E-mails to/from E. Vigil and accounting staff regarding processing final payment (.4)	0.40	72.00
	NVN	Telephone call to and email with Lisa Wilkins at TRD regarding Hewitt appraisal; lengthy email to R. Tully (attorney representing tenant) concerning same and NMAC provisions governing State Board of Finance review and appraisal process.	1.15	207.00
07/14/2016	LC	Telephone conversation with K. Cordova regarding payments and final check (.2); Telephone call with J. Maestas (.3)	0.50	90.00
	LC	E-mails to/from K. Cordova and E. Vigil regarding		

Re: General

			HOURS	
		payment/transition (1.3)	1.30	234.00
07/16/2016	LC	Telephone call with D. Patterson regarding next steps (.5)	0.50	90.00
07/18/2016	JFK	Confer with and direct action by Laura Castille regarding Supt. Medrano's resignation effective 10/1/16 and strategy for dealing with leave issues and interim appointment.	0.40	78.00
	LC	Telephone conversation with Dr. Medrano (.3); Telephone conversation with M. Vigil (.3); Telephone call to E. Vigil, presentation for Board Meeting (.2)	0.80	144.00
	LC	Travel to/from Jemez Mountain Public Schools (4.0); attendance/participate in work session and executive session (3.0).	7.00	1,260.00
07/19/2016	LC	Draft letter to M. Medrano regarding [REDACTED] and Board directives (1.30); telephone call to M. Medrano regarding [REDACTED] (.20).	1.50	270.00
	JAS	Review current status of superintendent contract and discuss next steps and actions to recommend to the board of education. Direct actions of Laura Castille regarding meeting with board of education.	1.30	253.50
07/20/2016	NVN	Lengthy email to Rich Tully (attorney representing tenant at Old Lybrook) regarding explanation appraisal issues and why the rejected appraisal based on buyer's offer to purchase is not sufficient.	0.70	126.00
	LC	[REDACTED]	1.00	180.00
	JAS	Review and revise letter to superintendent.	0.70	136.50
07/21/2016	NVN	Emails to Rich Tully (attorney representing tenant at Old Lybrook School) regarding purchase issues.	0.25	45.00
	FEEES		23.20	4,212.00

FEEES RECAP

ATTY/PL	Title	HOURS	HOURLY RATE	TOTAL
J Archuleta-Staehlin	Partner	2.00	\$195.00	\$390.00
Laura Castille	Associate	18.00	180.00	3,240.00
John Kennedy	Of Counsel	0.40	195.00	78.00
Nancy V. Nieto	Associate	2.80	180.00	504.00

GROSS RECEIPTS TAX ON FEEES 350.12

Postage and Overnight Delivery 6.47
 TOTAL EXPENSES THRU 07/31/2016 6.47

Re: General

GROSS RECEIPTS TAX ON EXPENSES 0.54

Mileage Laura Castille to Gallina on 7/18/16. 108.00

TOTAL ADVANCES THRU 07/31/2016 108.00

GROSS RECEIPTS TAX ON ADVANCES 8.98

TOTAL CURRENT WORK 4,686.11

PREVIOUS BALANCE \$308.22

BALANCE DUE \$4,994.33

PLEASE MAKE CHECKS PAYABLE TO CUDDY & MCCARTHY.

Cuddy & McCarthy LLP
Post Office Box 4160
Santa Fe, New Mexico 87502-4160
(505) 988-4476 Fax 888-977-3814
Federal ID #85-0293653

Jemez Mountain Public Schools
Post Office Box 230
Gallina NM 87017
****CONFIDENTIAL****

Page: 1
08/09/2016
CLIENT NO: 254M

ATTN: M. Medrano, Supt.

SUMMARY COVER SHEET FOR THE FOLLOWING STATEMENTS:

PREVIOUS BALANCE	FEES	EXPENSES	ADVANCES	PAYMENTS	BALANCE
254-000218 Re: General 308.22	4,562.12	7.01	116.98	0.00	<u>\$4,994.33</u>

PLEASE MAKE CHECKS PAYABLE TO CUDDY & MCCARTHY.



RECEIVED

7/12/16 BZ

Jemez Mountain Public Schools
Post Office Box 230
Gallina NM 87017
****CONFIDENTIAL****

Page: 1
07/11/2016
CLIENT NO: 254-000218M
STATEMENT NO: 86

ATTN: M. Medrano, Supt.

Re: General

			HOURS	
06/02/2016	YRO	Emails from/to Wheeler Cowperthwaite regarding IPRA documents; Resend documents to Mr. Cowperthwaite. (.4)	0.40	36.00
06/22/2016	LC	E-mails to/from E. Vigil regarding various issues (.3)	0.30	57.00
06/28/2016	LC	Draft letter in response to Pegasus IPRA (.5)	0.50	95.00
	LC	Telephone call to E. Vigil regarding various issues (.5)	0.50	95.00
		FEES	1.70	283.00

FEES RECAP

ATTY/PL	Title	HOURS	HOURLY RATE	TOTAL
Laura Castille	Associate	1.30	\$190.00	\$247.00
Yolanda Ortega	Paralegal	0.40	90.00	36.00

GROSS RECEIPTS TAX ON FEES 23.52

Postage and Overnight Delivery 1.57
TOTAL EXPENSES THRU 06/30/2016 1.57
GROSS RECEIPTS TAX ON EXPENSES 0.13

TOTAL CURRENT WORK 308.22

PREVIOUS BALANCE \$852.42

07/05/2016 Payment on account - Thank You -852.42

BALANCE DUE \$308.22

PLEASE MAKE CHECKS PAYABLE TO CUDDY & MCCARTHY.

Cuddy & McCarthy LLP
Post Office Box 4160
Santa Fe, New Mexico 87502-4160
(505) 988-4476 Fax 888-977-3814
Federal ID #85-0293653

Jemez Mountain Public Schools
Post Office Box 230
Gallina NM 87017
****CONFIDENTIAL****

Page: 1
07/11/2016
CLIENT NO: 254M

ATTN: M. Medrano, Supt.

SUMMARY COVER SHEET FOR THE FOLLOWING STATEMENTS:

PREVIOUS BALANCE	FEES	EXPENSES	ADVANCES	PAYMENTS	BALANCE
254-000218 Re: General 852.42	306.52	1.70	0.00	-852.42	<u>\$308.22</u>

PLEASE MAKE CHECKS PAYABLE TO CUDDY & MCCARTHY.

Cuddy & McCarthy LLP
Post Office Box 4160
Santa Fe, New Mexico 87502-4160
(505) 988-4476 Fax 888-977-3814
Federal ID #85-0293653

Jemez Mountain Public Schools
Post Office Box 230
Gallina NM 87017
****CONFIDENTIAL****

Page: 1
09/12/2016
CLIENT NO: 254M

ATTN: M. Medrano, Supt.

SUMMARY COVER SHEET FOR THE FOLLOWING STATEMENTS:

PREVIOUS BALANCE	FEES	EXPENSES	ADVANCES	PAYMENTS	BALANCE
254-000218 Re: General					
4,994.33	1,130.78	0.00	22.75	-4,686.11	<u>\$1,461.75</u>

K.C.
9/26/16

PLEASE MAKE CHECKS PAYABLE TO CUDDY & MCCARTHY.

Cuddy & McCarthy LLP
Post Office Box 4160
Santa Fe, New Mexico 87502-4160
(505) 988-4476 Fax 888-977-3814
Federal ID #85-0293653

Jemez Mountain Public Schools
Post Office Box 230
Gallina NM 87017
****CONFIDENTIAL****

Page: 1
09/12/2016
CLIENT NO: 254-000218M
STATEMENT NO: 88

ATTN: M. Medrano, Supt.

Re: General

			HOURS	
08/12/2016	LC	Review/revise/edit Interim Superintendent contract regarding N. Cavazos (.5); E-mail to E. Vigil regarding the same (.5)	1.00	180.00
08/15/2016	LC	Review Board edits to Interim Superintendent contract (.6); E-mail to E. Vigil regarding same (.1)	0.70	126.00
08/16/2016	LC	Revise interim Superintendent Contract (.5); E-mail to E. Vigil regarding the same (.1)	0.60	108.00
08/18/2016	LC	Final contract revision regarding interim superintendent (.3); Telephone conversation with E. Vigil (.3)	0.60	108.00
08/23/2016	NVN	Review title commitment and other documentation from the County; email to T. Blea re comments to same and request for copy of the lot line adjustment plat.	1.20	216.00
08/29/2016	LC	Telephone conversation with N. Cavazos and D. Valdez regarding employee and background check (.2)	0.20	36.00
	NVN	Review lot line adjustment plat; lengthy email to T. Blea and Adam Trujillo re comments/requested revisions and additional information needed to finalize purchase agreement, including any well sharing.	1.50	270.00
		FEEES	<u>5.80</u>	<u>1,044.00</u>

FEEES RECAP

<u>ATTY/PL</u>	<u>Title</u>	<u>HOURS</u>	<u>HOURLY RATE</u>	<u>TOTAL</u>
Laura Castille	Associate	3.10	\$180.00	\$558.00
Nancy V. Nieto	Associate	2.70	180.00	486.00

GROSS RECEIPTS TAX ON FEEES 86.78

(136) Payment to Copy Shack special photocopy services. 1.00
(136) Payment to Speedy Copy for drop off at Copy Shack and later return to pick up on 8/29/16. 20.00

Jemez Mountain Public Schools

Page: 2

09/12/2016

CLIENT NO: 254-000218M

STATEMENT NO: 88

Re: General

TOTAL ADVANCES THRU 08/31/2016	21.00
GROSS RECEIPTS TAX ON ADVANCES	1.75

TOTAL CURRENT WORK	1,153.53
--------------------	----------

PREVIOUS BALANCE	\$4,994.33
------------------	------------

09/06/2016	Payment on account - Thank You	-4,686.11
------------	--------------------------------	-----------

BALANCE DUE	<u>\$1,461.75</u>
-------------	-------------------

PLEASE MAKE CHECKS PAYABLE TO CUDDY & MCCARTHY.

Cuddy & McCarthy LLP
Post Office Box 4160
Santa Fe, New Mexico 87502-4160
(505) 988-4476 Fax 888-977-3814
Federal ID #85-0293653



RECEIVED

10/13/16 Bm

Jemez Mountain Public Schools
Post Office Box 230
Gallina NM 87017
****CONFIDENTIAL****

Page: 1
10/11/2016
CLIENT NO: 254M

ATTN: M. Medrano, Supt.

SUMMARY COVER SHEET FOR THE FOLLOWING STATEMENTS:

PREVIOUS BALANCE	FEES	EXPENSES	ADVANCES	PAYMENTS	BALANCE
254-000218 Re: General					
1,461.75	5,616.54	45.92	141.98	-1,769.97	<u>\$5,496.22</u>

NC
10/13/16

PLEASE MAKE CHECKS PAYABLE TO CUDDY & MCCARTHY.

Cuddy & McCarthy LLP
Post Office Box 4160
Santa Fe, New Mexico 87502-4160
(505) 988-4476 Fax 888-977-3814
Federal ID #85-0293653

Jemez Mountain Public Schools
Post Office Box 230
Gallina NM 87017
****CONFIDENTIAL****

Page: 1
10/11/2016
CLIENT NO: 254-000218M
STATEMENT NO: 89

ATTN: M. Medrano, Supt.

Re: General

			HOURS	
09/02/2016	NVN	(Coyote School) Review revised plat from county; email to T. Aragon (Asst. Planner) regarding comments on plat address encroaching driveway.	0.50	90.00
09/06/2016	NVN	Email Jemez Mountain regarding sale of Coyote school site.		
	NVN	Email to District and County regarding sale.	0.30	54.00
09/07/2016	NVN	(Sale of Coyote School) Review responses to questions concerning sale and standing issues; email to Norma Cavasos regarding same.	1.00	180.00
09/09/2016	MSA	Research well location at Coyote School at Office of the State Engineer offices and online with OSE database. No wells found thus far that are situated on the Coyote School site.	1.00	90.00
09/12/2016	LC	Telephone conversation with N. Cavasos regarding salary schedule issues (.8)	0.80	144.00
09/13/2016	LC	Review/revise e-mails from N. Carson to [REDACTED] regarding pay adjustment (.5)	0.50	90.00
	JFK	Confer with Laura Castille and provide advice as to administrator salary and contract issues and impact of statutory restrictions.	0.30	58.50
09/15/2016	NVN	Regarding Coyote School - Lengthy email to Norma Cavasos regarding results of research on will and OSE suggestion on law to address getting a permit and permit for multiple issues (assuming District does want to share the well); information needed to final purchase agreement.	1.00	180.00
09/16/2016	LC	Telephone conversation with N. Cavazos regarding [REDACTED] (.3); Draft letter to [REDACTED] regarding contract issues, e-mail to N. Cavazos regarding the same (2.1)	2.40	432.00
09/19/2016	LC	Review [REDACTED] letter (.2); E-mails to N. Cavazos regarding the same; E-mail to E. Vigil (.2)	0.40	72.00

Re: General

			HOURS	
09/20/2016	LC	Telephone conversation with E. Vigil (1.2); Meeting notice (.3); E-mails to/from N. Cavazos (.2)	1.70	306.00
	NVN	Regarding Coyote School - Draft revised Purchase Agreement; email to Norma Cavazos and Tracy Blea at Rio Arriba County; email with Norma Cavazos regarding terms.	2.00	360.00
09/21/2016	LC	Telephone conversation with N. Cavazos regarding [REDACTED] (.3)	0.30	54.00
	NVN	Regarding Coyote School - Review charter school letter; email to/from County regarding unpermitted well and original conveyance to District in 1940 (pre-basin); provide requested documents.	1.00	180.00
09/22/2016	LC	Review/revise to [REDACTED] regarding contract; Send letter (.3); Review documents from personnel file regarding [REDACTED] and [REDACTED] (1.5)	1.80	324.00
09/23/2016	LC	Telephone conference with Board in executive session (1); Consult with Jacque Archuleta-Staehlin regarding termination of employees (.2); Telephone calls regarding investigation of employee based on recent complaints (1.3); Telephone call to N. Cavazos regarding termination (.4); Draft letter of termination (1.4); Draft letter to D. Holcomb (.5)	4.80	864.00
	JAS	Review and revise letter to former interim superintendent and to principal regarding salary increases [REDACTED]	0.60	117.00
09/26/2016	LC	Telephone conversation with [REDACTED] (.5); Follow-up on [REDACTED] info/investigation (.3); Telephone conversation with N. Cavazos (.4)	1.20	216.00
09/27/2016	LC	Travel to/from Albuquerque to Jemez Mountain Schools (3.8); Meet with N. Cavazos regarding [REDACTED] (2.4)	6.20	1,116.00
09/28/2016	LC	E-mails to/from N. Cavazos regarding various issues (.2)	0.20	36.00
09/29/2016	LC	E-mails to/from N. Cavazos regarding roof and various issues (.2)	0.20	36.00
09/30/2016	RDC	Regarding Coyote School - Meet with attorney Nancy Nieto to review current status of transaction	0.20	39.00
	RDC	Regarding Old Lybrook - Meet with attorney Nancy Nieto to review current status of transaction.	0.20	39.00
	LC	E-mails to/from Norma (.3); Telephone conversation with N. Cavazos regarding Principal Applicant (.3)	0.60	108.00

Re: General

FEES	HOURS	
	29.20	5,185.50

FEES RECAP

ATTY/PL	Title	HOURS	HOURLY RATE	TOTAL
Robert Daniel Castille	Partner	0.40	\$195.00	\$78.00
J Archuleta-Staehlin	Partner	0.60	195.00	117.00
Laura Castille	Associate	21.10	180.00	3,798.00
John Kennedy	Of Counsel	0.30	195.00	58.50
Marsha S. Aitken	Legal Assistant	1.00	90.00	90.00
Nancy V. Nieto	Associate	5.80	180.00	1,044.00

GROSS RECEIPTS TAX ON FEES	431.04
----------------------------	--------

Copying charges	42.40
TOTAL EXPENSES THRU 09/30/2016	42.40
GROSS RECEIPTS TAX ON EXPENSES	3.52

(136 PC) Payment to City of Santa Fe for parking at Office of the State Engineer on 9/9/16.	2.00
(136) Payment to Speedy Copy Delivery Service for drop off at Copy Shack and pick up later in the day 9/29/16.	20.00
(PC) Mileage to Marsha Aitken on 9/9/16.	2.16
Mileage Laura Castille to Gallina on 9/27/16.	106.92
TOTAL ADVANCES THRU 09/30/2016	131.08
GROSS RECEIPTS TAX ON ADVANCES	10.90

TOTAL CURRENT WORK	5,804.44
--------------------	----------

PREVIOUS BALANCE	\$1,461.75
------------------	------------

09/14/2016	Payment on account - Thank You	-308.22
10/06/2016	Payment on account - Thank You	-1,461.75
	TOTAL PAYMENTS	-1,769.97

BALANCE DUE	<u>\$5,496.22</u>
-------------	-------------------

Handwritten signature
10/12/16

PLEASE MAKE CHECKS PAYABLE TO CUDDY & MCCARTHY.

Cuddy & McCarthy LLP
Post Office Box 4160
Santa Fe, New Mexico 87502-4160
(505) 988-4476 Fax 888-977-3814
Federal ID #85-0293653



Jemez Mountain Public Schools
Post Office Box 230
Gallina NM 87017
****CONFIDENTIAL****

Page: 1
10/11/2016
CLIENT NO: 254M

ATTN: Norma Cavazos Supt.

SUMMARY COVER SHEET FOR THE FOLLOWING STATEMENTS:

PREVIOUS BALANCE	FEES	EXPENSES	ADVANCES	PAYMENTS	BALANCE
254-004318 Re: 2017 Board Election					
0.00	63.36	0.00	0.00	0.00	<u>\$63.36</u>

PLEASE MAKE CHECKS PAYABLE TO CUDDY & MCCARTHY.

Cuddy & McCarthy LLP
Post Office Box 4160
Santa Fe, New Mexico 87502-4160
(505) 988-4476 Fax 888-977-3814
Federal ID #85-0293653

Jemez Mountain Public Schools
Post Office Box 230
Gallina NM 87017
****CONFIDENTIAL****

Page: 1
10/11/2016
CLIENT NO: 254-004318M
STATEMENT NO: 1

ATTN: Norma Cavazos Supt.

Re: 2017 Board Election

			HOURS	
09/06/2016	PSI	Correspondence to school district regarding 2017 election	0.10	19.50
09/08/2016	PSI	Correspondence from and to N. Cavazos regarding information for Board resolution and proclamation.	0.20	39.00
		FEES	0.30	58.50

FEES RECAP

<u>ATTY/PL</u>	<u>Title</u>	<u>HOURS</u>	<u>HOURLY RATE</u>	<u>TOTAL</u>
Patricia S. Ives	Partner	0.30	\$195.00	\$58.50
	GROSS RECEIPTS TAX ON FEES			4.86
	TOTAL CURRENT WORK			63.36
	BALANCE DUE			\$63.36

N. C. S.
10/17/10

PLEASE MAKE CHECKS PAYABLE TO CUDDY & MCCARTHY.

Cuddy & McCarthy LLP
Post Office Box 4160
Santa Fe, New Mexico 87502-4160
(505) 988-4476 Fax (505)954-7373
Federal ID #85-0293653

Jemez Mountain Public Schools
P.O. Box 230
Gallina, NM 87017

10-17-2016
Invoice No. 1

IDEA Manual	\$3,000.00
Gross Receipts Tax	249.37
Balance Due	<hr/> \$3,249.37

Handwritten signature
11/3/16
Bill SDAH

PLEASE MAKE CHECK PAYABLE TO CUDDY & MCCARTHY